

ROBERT WILSON
Mayor

PAM GRIDER
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

Municipal Office

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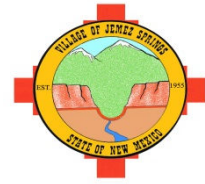
Lupita De Herrera, Clerk/Treasurer

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Sylvia A. Roybal, Deputy Clerk

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SUZETTE WALKER
Trustee

DAVID P. RYAN
Trustee

MANO SANCHEZ
Trustee

Minutes for Tuesday November 10, 2015 Regular Scheduled Council Meeting – 6:00 P.M. Village Governing Body Conference Room

1. Call to Order

Mayor Wilson called the meeting to order at 6:00PM

2. Pledge of Allegiance

Mayor Wilson led everyone in the Pledge of Allegiance.

3. Approval of Agenda

Trustee Grider made a motion to approve agenda as presented. Trustee Ryan seconded the motion, all in favor; motion approved.

4. Approval of October 21, 2015 Regular Council Meeting Minutes.

Trustee walker stated that in the police chief report section “it was stated that the Council reviewed job descriptions and they needed to be relooked at and discussed at this meeting” needed to be added.

Mayor Pro-Tem Grider stated that the resolution title should read “MOA With Jemez Springs Lodgers Tax contribution of \$1,000.00 to Sandoval County Tourism”.

Trustee Ryan made a motion to approve the October 21, 2015 regular Council Meeting Minutes with amendments. Mayor Pro-Tem Grider seconded the motion, all in favor; motion approved.

5. Reports Submitted/Not Submitted

a. Maintenance

b. Bath House – *Trustee Walker asked about the training on computer and safety. Mayor Wilson stated that no computer training had been done, but the last safety training was cancelled due to safety council changing days, due to scheduling, because of a special request week.*

c. Library Report

d. Courts Report

e. Waste Water

f. Police Chief Report – *Trustee Ryan stated that he did not have any problem with the job descriptions except for the one that was stated on the minutes with the class. Trustee Ryan then stated that the Council should meet the reserve officers. It was questioned why they were not brought before council for approval of hiring. It was stated that they are contracted and did not have to be approved by Council but the Chief would be told about at least introducing them to the Council. Trustee Walker asked about destroying the old traffic tickets. Mayor Wilson explained the procedures that needed to be done for destruction. Village Clerk/Treasurer explained that the Stated Records and Archives have a procedure for destruction and labeling the boxes. Trustee Walker asked about the substation*

celebrations being on the 20th of November and she stated that the council would not be here, if it could be changed. Mayor Wilson stated that he did not realize that and he would discuss it with the chief. Trustee Walker asked about a resolution or ordinance in regards to discharging of fire arms in the village. Mayor Wilson stated that there is currently no ordinance or resolution in place, but we have received examples from other small towns.

It was stated that the job descriptions for Chief and reserves would be placed on the agenda for approval at the December meeting.

g. P&Z Minutes

- h. Fire Department** – Mayor Pro-Tem stated that she wanted to give kudos to Mark Michel for the all the work on the grant. She stated that they received \$100,000.00. Mayor Pro-Tem asked about the insurance numbers and if every location paid their own insurance. Mayor Wilson stated that all locations pay their own property insurance, but the numbers did not match with the fire departments numbers and he had informed Mr. Dudley and Mr. Michel about that and they would be going over that. Mayor Wilson stated that the insurances were all paid from general fund but were separated by department to keep track of how much each were.

Trustee Ryan stated that he was happy for the grant, but he stated that he thought there was not enough money for everything listed. It was stated that the fire fund monies would also be used if needed. Trustee Ryan agreed with trying to get our ISO down, which by bringing the ISO down it would bring down the property insurance for residents and businesses.

i. Lodgers Tax Minutes

6. Adoption of Resolution 2015-021 Extension on NM DOT Grant.

Mayor Wilson stated that because of the bridge project the Leyba land resurfacing project was delayed. Mayor Wilson stated that after going to the conference earlier this month where DOT was present it was stated that after January 2016 if resolution requesting extensions were not filed, extensions would not be granted.

Mayor Wilson stated that he has received a few bids for the three paving projects and the amount would be around 76,000.00 for all three, but we could do the projects separately. Mayor Pro-Tem asked about the paving issue on Luciano done by the water association. Trustee Walker asked if the Village could paint the speed bumps on top so people could see them. Trustee Walker stated that Village park/drive also needed to be restriped.

Trustee Ryan made a motion to approve Resolution 2015-021 Extension on NM DOT Grant. Trustee Walker seconded the motion, all in favor; motion approved.

7. Adoption of Resolution 2015-022 Election Resolution/English & Spanish

Trustee Ryan asked about declaration of candidacy. Village Clerk/Treasurer De Herrera stated that declaration of candidacy filing date was January 5, 2016. Trustee Ryan asked if anyone could do it earlier. Village Clerk/Treasurer De Herrera stated no, that was the first and only day you could file, you could have someone file for you if you are unable to be there but they would have to do it that day as well, but you would have to authorize them. Trustee Ryan then asked about the Spanish Resolution. Village Clerk/Treasurer stated that it was done, but she couldn't get all the Spanish symbols to print from her computer, but she would have it available tomorrow morning for the public.

Trustee Ryan made a motion to approve Resolution 2015-022 Election Resolution English & Spanish as presented. Trustee Sanchez seconded the motion, all in favor; motion approved.

8. American Legion update

Trustee Sanchez stated that after their meeting on Sunday, they discussed having enough volunteers. There are right now only three or four volunteers. It was decided that they were fine. Mayor Wilson stated that the Village needed to have some assurance that they are going to be viable in order to grant the lease and the Mayor stated that he felt that they were viable. Trustee Sanchez stated that having the nurses in the building would help offset the cost with the village so would be looking into that. Trustee Sanchez stated that they would be looking at other avenues to get more monies. Trustee Ryan asked if improvements that were going to be done, be done by qualified and viable contractors or done by members. Trustee Sanchez stated that any plumbing, electrical and roofing would be done by contractors. Trustee Sanchez stated that they would like the pro panel roof to match the village as well as stucco, and new windows and would like to add a small patio for smokers. Trustee Walker stated that they should think about going geothermal. Trustee Sanchez stated that signage for the bathhouse was not forgotten either.

Discussion ensued in regards to past policies and returns. It was stated that they would like a twenty five year lease and are ready to discuss all options. Mayor Wilson stated that the Anti donation clause needed to be looked at as well. It was a beginning point and at least somewhere to start.

9. Village Clerk Report – Clerk/Treasurer De Herrera

a. Financial Report

Trustee Walker asked where the payments for the police trucks were being taken out of. Village Clerk/Treasurer De Herrera stated that they were taken out of LEPF. Trustee Walker asked where is the \$3000.00 we put for policy and procedures. Mayor Wilson stated it would be in professional services under governing body, and Village Clerk/Treasurer De Herrera agreed. Trustee Walker asked about the bath house. Mayor Wilson stated that we are ahead of budget by 11,000.00. Walker stated that 4000.00 was budgeted for retail. Mayor Wilson read where it states that 3000.00 would be budgeted for retail. Mayor Wilson stated that it was a percentage of gross retail and the gross retail projected for the next year was used. \$300 a month for monitoring of website. Trustee Walker showed the mayor her paperwork used for budget purposes. Mayor Wilson stated that was not the way it was written and not the way he understood. Trustee Walker stated that it was budgeted because of the study done by UNM. Trustee Walker stated that if they are \$11000 ahead where is the money savings from not having a manager. Mayor Wilson stated that it was in the salary section. Mayor Wilson stated that \$30,000.00 was saved by no manager, but they increased the salaries and hours of other employees. Analysis last month and had budgeted 113,000.00 more in the area 98,000.00. Four months of budget is 1/3 of annual budget. Offsetting we are not getting the revenues we got the first 3 months. 7500 that is yet to be spent on website. Additional expense to occur in the last 8 months. This point and time that the 16000 is not going to be here at the end of year. Over the winter November to April that has been traditionally less than average revenue. Prepare for the worst.

10. Mayor's Report

Mayor Wilson stated that a week from Thursday he will be visited by the Walatowa and maybe other charter schools to see how government works. So they want to come visit us for an hour on the 19th. Mayor Wilson stated that he thought it was a very good idea. Mayor Wilson stated that In October, the Rural Economic meeting was a very good meeting. A Rural Economic Development Analysis would be done to see what would work for Jemez Springs. Ms. Judy Cunningham is the chair for the rural sub-committee. Trustee Walker stated that she did not get a call informing her of the meeting. Mayor Wilson apologized. Mayor Wilson stated that the village still has the 1% for the arts money and he is going to put an ad in the paper for a plaque or something for the Josephine Shepard building. He stated that a selection committee would be appointed to approve the entries. Mayor Wilson stated that for \$1,900.00 they should get a good selection of entries.

Mayor Wilson stated that the Chief suggested more surveillance cameras, and would like to purchase them through the LEPF fund. He stated that he would like to put a camera inside the office and on the back of the bath house and also have surveillance cameras placed to get license plates in the plaza area of all the vehicles as they enter and leave, due to vandalism. Trustee Walker agreed and stated that it was sad that they needed that. Mayor Wilson stated that he will be gone from the 24th thru 28th.

a. Mayor Pro-Tem Grider - Nothing

b. Trustee Walker

Trustee Walker asked about the hitch-hikers newsletter, and stated that last Thursday the State Librarian came through and it was a wonderful visit and they were impressed with the Village. Trustee Walker stated that Cuba is a bigger village and serve more children but their library is not as good as ours. Trustee Walker stated that that the Library Director Ms. Carol Meine met with School's superintendent to see how we could help. Right now we serve about 1500 people or more, from Sierra Los Pinos and down to Zia. She stated that our school is an "F" rated school. We set up a session of 44 teachers, principals and superintendent and there were very few that knew all the programs that we offered by the library. About 40% of students don't have dependable transportation and so they would like to start a fund for education and transportation. Trustee Walker stated that they were looking at a 5 year plan and have already talked to the credit union. She stated that it was cheaper to use school buses rather than purchase vehicles. They would like to run four days a week and transport the children back and forth. The Students would be able to use the buses in the summer for education and class credits and could work on some class projects and internship programs. Trustee Walker stated that some of the juniors and seniors applying for scholarships out of state need to have volunteer hours and this could help both with the volunteer hours and the needed volunteers, and could help them learn what they want to major in. Other suggestions were garden growing vegetables at the waste water plant and an earth science project. Reading problems are really big in our school and the school needed more tutoring programs. Trustee Walker stated they were in the initial stages but it looks great for the future. It is something that is really needed in this area and could really help these kids actually get ready for college.

Trustee Walker stated that this library has so many programs, audio and digital books as well as DVD's. She stated that the number one thing that is checked out is DVD's, but would like to change that. She stated that it's all free.

Trustee Walker stated that in regards to the Web she would like to have a special meeting and talk to John again. Trustee Ryan stated the village needs to find the money to do it. Trustee Ryan stated that we need to know what we need the most. Trustee Walker stated that she understood that John would do 2 sites and that the .gov would be done for free.

Mayor Wilson stated that he has been in communication with him and they were going to try to meet last week but he was in Chicago. Mayor Wilson stated that he will meet with him because the 23,000.00 is based on what John thinks we need and Mayor Wilson stated that he has been working on a proposal for John on functionality and leave the .gov out and concentrate on the .org site.

Discussion ensued in regards to the website. Trustee Ryan stated that this should be put on next months' agenda for approval. Make a meeting on November 17, 2015 for a special meeting 5:30 to 6:00 for process and negotiations.

The next Council meeting she would like to have an item in closed session. Trustee Walker stated that she would like to be placed on the agenda under executive session "the positions of our clerk, deputy clerk and the CPO.

Trustee Walker asked if the tort Claim was filed. Mayor Wilson stated he filed it.

c. Trustee Ryan – Trustee Ryan asked about the antennae and the back-up generators that the Chief was looking into. Mayor Wilson stated that he would check with the Chief and get back with him.

d. Trustee Sanchez - Nothing

11. Adjournment

Trustee Ryan made a motion to adjourn the meeting. Trustee Sanchez seconded the motion, all in favor; motion approved. Meeting adjourned at 8:15 PM

*Robert Wilson, Mayor
Village of Jemez Springs*

ATTEST:

*Lupita De Herrera, Clerk/Treasurer
Village of Jemez Springs*